

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

MONDAY, MARCH 20, 2006

8:30 a.m.

**in the Mary Brennan Board Room, T. F. Green Airport, Warwick,
Rhode Island**

The meeting of the Rhode Island Airport Corporation (“Corporation”) Operations and Capital Committee was called to order by Chairman, James Forte, at 8:30 a.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

COMMITTEE MEMBERS PRESENT: James Forte, Robert Sangster, Kathleen Hittner, MD., Don Pillsbury (Ex-Officio Member).

BOARD MEMBER PRESENT: Michael Traficante.

ALSO PRESENT: Mark P. Brewer, A.A.E., President and CEO; Marci A. Greenberger, A.A.E., Senior Vice President of Operations and Maintenance; Peter Frazier, Chief Legal Counsel; and those individuals listed on the attendance sheet attached hereto.

1. Approval of the Minutes: Mr. Sangster moved that the minutes of the Combined Finance and Audit Committee and Operations and

Capital Committee Meeting of February 15, 2006 be approved. Dr. Hittner seconded the motion. The motion was passed unanimously.

2. Report from Chair, Operations and Capital Committee:

There was no report.

3. Report from Senior Vice President of Operations and Maintenance:

Ms. Greenberger gave a brief overview of the security grant for the Incident Command Center at T. F. Green Airport. Ms. Greenberger noted that the Rhode Island Emergency Management Agency (RIEMA) would like to designate the Incident Command Center as an alternate site for their emergency operations. FAA is also considering it as an alternate site if they have to relocate from the air traffic control tower.

Ms. Greenberger reported that the Corporation is working with a number of entities on a FOD radar system research project.

4. General Aviation Report:

Mr. Tibbetts gave an overview of the GA monthly Operations Report. Discussion focused on fuel sales and the construction schedule for the airports and the impact on business.

5. Discussion Items:

(a) Discussion of Capital Improvement Program (CIP) (i.e., Land Acquisition Program, Draft Environmental Impact Statement, Airfield Maintenance Facility, Easement Acquisition, In-Line EDS Baggage System/Security Checkpoint Modification and Terminal Building Improvements and Other Projects at the General Aviation Airports.)

Mr. Cox gave the monthly project update, focusing on the terminal security projects, the Land Acquisition Program, and the Draft EIS. There was also an overview of projects at the general aviation airports.

6. Action Items:

A motion was made by Mr. Sangster and seconded by Dr. Hittner to approve the following resolutions:

(a) Consideration of and Action Upon Award of a Professional Services Agreement for Insurance Advisory Services.

WHEREAS, the Rhode Island Airport Corporation (RIAC) issued a Request for Proposals (RFP) in February 2006 for insurance advisory services and conducted a selection process pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, a Selection Committee was formed pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, the Selection Committee received three proposals and recommends the selection of the firm of Albert Risk Management Consultants to perform insurance advisory services for a one year period with two one-year extensions at the option of RIAC; and

WHEREAS, funding will be established on a task by task basis.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorizes the President and CEO, or his designee, to execute a one year Professional Services Agreement for insurance advisory services with two one-year extensions at the option of RIAC with Albert Risk Management Consultants, subject to Board approval. Expenditures under this contract in future fiscal years will be dependent on the appropriation of funds for this purpose in the Operating and Maintenance budget.

The motion was passed unanimously.

(b) Consideration of and Action Upon Award of a Professional Services Agreement for Design/Build Services to Balance the Domestic Main Water Supply at T. F. Green Airport.

WHEREAS, the Rhode Island Airport Corporation (RIAC) issued a

Request for Proposals (RFP) in January 2006 for design/build services to balance the domestic main water supply at T. F. Green Airport pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, a Selection Committee was formed pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, the Selection Committee received one proposal and unanimously recommends Towle Whitney Associates, Inc. to perform design/build services associated with this project; and

WHEREAS, the project has been budgeted and funded through the Fiscal Year 2006 Operating Capital Budget in the amount of \$150,000.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a Professional Services Agreement with Towle Whitney Associates, Inc. to provide design/build services for the balancing of the domestic main water supply at T. F. Green Airport in an amount not-to-exceed \$150,000, subject to Board approval.

The motion was passed unanimously.

(c) Consideration of and Action Upon Award of Professional Services Agreements for Employee Search and Recruitment Services.

WHEREAS, the Rhode Island Airport Corporation (RIAC) issued a Request for Proposals (RFP) in February 2006 for Employee Search and Recruitment Services and conducted a selection process pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, a Selection Committee was formed pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, the Selection Committee received and reviewed two proposals; and

WHEREAS, the Committee determined that both The Mercer Group, Inc. and Boyden Global Executive Search are qualified to perform employee search and recruitment services; and

WHEREAS, funding will be established on a task by task basis.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute one-year Professional Services Agreements with two one-year extensions at the option of RIAC with The Mercer Group, Inc. and Boyden Global Executive Search to provide employee search and recruitment services, subject to successful negotiations on the fee structure and final Board approval. Expenditures for this

contract in future fiscal years will be dependent on the appropriation of funds for this purpose in the Operating and Maintenance budget.

The motion was passed unanimously.

(d) Consideration of and Action Upon Award of Contract for the Stormwater Interceptor Upgrade at T. F. Green Airport.

WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and

WHEREAS, it has been determined that there is a need for the upgrade of the storm-water control system; and

WHEREAS, RIAC has a fiscal year budget which provides funding for this purchase through its Capital Improvement Program (CIP) budget; and

WHEREAS, in January 2006, the Corporation issued an Invitation for Bids (IFB) for a storm-water control system upgrade; and

WHEREAS, two submissions were received in response to the solicitation; and

WHEREAS, in compliance with RIAC Procurement Rules, the

submissions were evaluated to determine both responsiveness and responsibility; and

WHEREAS, as a result of this evaluation, staff recommends awarding a contract to Vertex Engineering Services, Inc. in the amount of \$94,555.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorizes the President and CEO, or his designee, to award the contract to Vertex Engineering Services, Inc. in the amount of \$94,555 to upgrade the storm-water control system at T. F. Green Airport, subject to Board and FAA approval.

The motion was passed unanimously.

(e) Consideration of and Action Upon Approval of a Consultant Contract Amendment for Repair of Parking Garage A at T. F. Green Airport AND Consideration of and Action Upon Award of a Construction Contract for Repair of Parking Garage A at T. F. Green Airport.

WHEREAS, the Rhode Island Airport Corporation (RIAC) contracted with the firm of Walker Parking Consultants to provide consultant services associated with the Repair of Parking Garage A Project at T. F. Green Airport; and

WHEREAS, RIAC will negotiate a fee with Walker Parking Consultants to provide construction phase services in an amount not-to-exceed \$176,645; and

WHEREAS, the project has been budgeted in the amount of \$2,077,296 and this amendment will be funded through the 1998 and 2000 Airport Revenue Bond Accounts.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to negotiate and execute a contract amendment with Walker Parking Consultants to provide construction phase services for the Repair of Parking Garage A Project at T. F. Green Airport in an amount not-to-exceed \$176,645, subject to Board approval.

WHEREAS, a competitive bidding process was undertaken according to RIAC's Procurement Rules and Regulations for the Repair of Parking Garage A Project at T. F. Green Airport; and

WHEREAS, the firm of Walker Parking Consultants, serving as RIAC's design consultant for this project, determined that Acme Waterproofing Co., Inc. submitted the lowest responsive bid in the amount of \$1,220,892; and

WHEREAS, Walker Parking Consultants recommends that Acme Waterproofing Co., Inc. be awarded the construction contract for this project and RIAC staff agrees; and

WHEREAS, the project has been budgeted in the amount of \$2, 077,296 and this contract will be funded through the 1998 and 2000 Airport Revenue Bond Accounts.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a construction contract with Acme Waterproofing Co., Inc. for the Repair of Parking Garage A Project at T. F. Green Airport in the amount of \$1,220,892, subject to Board approval.

The motion was passed unanimously.

(f) Consideration of and Action Upon Approval of a Professional Services Agreement for Design Phase Services for an Aircraft Hangar, FBO Terminal and Two-Story Office Facility at Quonset Airport.

WHEREAS, RIAC conducted a Consultant Selection process for design and construction management services for the Aircraft Hangar, FBO Terminal and Two-Story Office Facility Project at

Quonset Airport, referred to as Construction of LPH-1 in the budget document, pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, a Consultant Selection Committee was formed pursuant to RIAC's Procurement Rules and Regulations; and

WHEREAS, the Consultant Selection Committee received five proposals and ranked Earth Tech Architecture as the top firm followed by Hoyle Tanner Associates to perform design and construction management services associated with this project; and

WHEREAS, the project has been budgeted in the amount of \$4,326,000 and this Professional Services Agreement (PSA) will be funded through the 2005 Airport Revenue Bond Fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to negotiate and execute a Professional Services Agreement with Earth Tech Architecture to provide design and construction management services for the Aircraft Hangar, FBO Terminal and Two-Story Office Facility Project at Quonset Airport in an amount not-to-exceed \$648,900, subject to Board approval.

The motion was passed unanimously.

7. Future Meetings:

The next Operations and Capital Committee Meeting is scheduled for Wednesday, April 19, 2006 at 3:00 p.m., in the Mary Brennan Board Room, at T. F. Green Airport.

8. Adjournment:

Mr. Sangster moved to adjourn at approximately 8:50 a.m. Dr. Hittner seconded the motion. The motion was carried by acclamation.

Respectfully submitted,

James Forte, Chairman

Rhode Island Airport Corporation

Operations and Capital Committee

ATTENDANCE SHEET

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

MARCH 20, 2006

NAME	AFFILIATION
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Patti Goldstein	RIAC
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Doug Dansereau	RIAC
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Brenda Pope	RIAC
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Mel Einhorn	RIAC
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Jason Doyle	RIAC
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Dave Cloutier	RIAC
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Ahmed Shihadeh	RIAC
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Jay Brolin	RIAC
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Billy Cox	RIAC
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Steve Tibbetts	Landmark Aviation
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Sue Pillsbury	RIPA
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